



**DEPARTMENT OF THE NAVY**  
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11 Sep 00

MEMORANDUM FOR NAVFAC ACQUISITION PERSONNEL

Subj: NAVY ACQUISITION PROCEDURES SUPPLEMENT (NAPS), CHANGE #97-13  
CORRECTION (00-40)

Encl: (1) OASN (RD&A) ABM memo of 18 Aug 00

1. Enclosure (1) is furnished for your information.

A handwritten signature in black ink, appearing to read "M. F. Howard", is positioned above the typed name.

MICHAEL F. HOWARD  
Director, Strategic Management  
Community Management Section



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AUG 18 2000

MEMORANDUM FOR DISTRIBUTION

Subj: CHANGE TO NAVY ACQUISITION PROCEDURES SUPPLEMENT (NAPS)

Encl: (1) NAPS Change #97-13 Correction

NAPS Change 97-13 was issued August 11, 2000, but contained a numbering error. The correction shown in enclosure (1) is hereby incorporated into the August 1997 NAPS.

This change will be reflected in the NAPS Online.

M. P. Jagard  
CAPT, SC, USN  
Executive Director (Acting)  
Acquisition & Business  
Management

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**NAVY ACQUISITION PROCEDURES SUPPLEMENT CHANGE #97-13 (correction)**

The following correction is hereby incorporated into the August 1997 NAPS.

NAPS Section 5203.104 is corrected as follows:

**PART 5203**

**IMPROPER BUSINESS PRACTICES AND PERSONAL CONFLICTS OF INTEREST**

**SUBPART 5203.1 – SAFEGUARDS**

**5203.104 Procurement integrity**

**5203.104-10 Violations or possible violations**

(a)(1) The Chief of the Contracting Office is designated, without power of redesignation, as the individual to receive the contracting officer's report and documentation concluding that there is no impact on the procurement.

**PART 5203**

**IMPROPER BUSINESS PRACTICES AND PERSONAL CONFLICTS OF INTEREST**

**SUBPART 5203.1 – SAFEGUARDS**

**5203.101 Standards of conduct.**

**5203.101-1 General.**

(1) Navy contracting activities, purchasing offices and contract administration offices are responsible for ensuring that a single individual performs only one of the following functions:

- (i) initiation of the requirement;
- (ii) award of contract or placement of order; and
- (iii) receipt, inspection, and acceptance of supplies or services.

(2) If circumstances preclude an individual from performing a single function, as a minimum, the individual responsible for the award of a contract or placement of an order should not perform the receipt, inspection and acceptance function.

**5203.104 Procurement integrity**

**5203.104-10 Violations or possible violations**

(a)(1) The Chief of the Contracting Office is designated, without power of redesignation, as the individual to receive the contracting officer's report and documentation concluding that there is no impact on the procurement.

**SUBPART 5203.6 – CONTRACTS WITH GOVERNMENT EMPLOYEES OR ORGANIZATIONS OWNED OR CONTROLLED BY THEM**

**5203.602 Exceptions.**

The HCA is the agency head's designee, without power of redesignation, to authorize exceptions.